

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Contracts and Bids

DEPARTMENT: Fiscal Services **DIVISION:** Purchasing and Contracts Division

AUTHORIZED BY: Cindy Hall  **CONTACT:** Ray Hooper  **EXT.** 7111

Agenda Date 11/26/02 Regular ☐ Consent ☒ Work Session ☐ Briefing ☐
Public Hearing – 1:30 ☐ Public Hearing – 7:00 ☐

MOTION/RECOMMENDATION:

BACKGROUND:

18. **Award CC-1191-02/BJC – Seminole County Services Building Parking and Drainage Improvements, to Prime Construction Group, Inc., Orlando (\$556,000.00).**

CC-1191-02/BJC will provide for all labor, materials, equipment, coordination and incidentals necessary for the parking lot construction, modifications, sidewalk, curb, gutter, drainage structures and pond construction in accordance with the

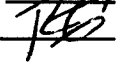
Reviewed by:

Co Atty: _____

DFS: _____

Other: _____

DCM: 

CM: 

File No. CFSP00

drawings. The project also includes approximately 600 feet of offsite storm pipe construction from 1st Street to Lake Monroe. The Contractor will be required to separate onsite work and offsite work.

This project was publicly advertised and County received seven (7) responses. The Review Committee, which consisted of Chuck Lawson, Principal Coordinator/Facilities Maintenance Division; Al Mitchell, Project Coordinator/Facilities Maintenance Division and Speed Thomas, Manager/Facilities Maintenance Division evaluated the submittals. Consideration was given to the firm's qualifications, experience and cost of the project.

The Review Committee recommends award of the contract to the lowest responsible, responsive Bidder, Prime Construction Group, Orlando in the amount of \$556,000.00. The completion time for this project is one hundred fifty (150) calendar days from the issuance of the Notice to Proceed by the County.

This is a budgeted project and funds are available in account numbers 010560-53043000 (Facilities Maintenance, Utilities); 010560-56063000 (Facilities Maintenance, Improvements Other than Building) and 010570-56063000 (Capital Projects, Improvements Other than Building). Administrative Services/Facilities Maintenance Division and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the project and authorize the Chairman to execute the agreement as prepared and approved by the County Attorney's Office with no major deviation of terms and pursuant to the scope of services in the Bid Documents.

19. Award CC-1192-02/BJC - Tuscawilla Forest Subdivision Wall, to Schuller Contractors Inc., Orlando (\$150,000.00).

CC-1192-02/BJC will provide for all labor, materials, equipment, coordination and incidentals necessary to demolish and remove a portion of the existing Tuscawilla Forest Subdivision Barrier Wall, footer, pilasters and debris from the job site and construct a new concrete block stucco wall and pilasters in accordance with the Tuscawilla Forest Subdivision Barrier Wall plans as incorporated into the construction documents.

This project was publicly advertised and the County received four (4) responses. The Review Committee, which consisted of Jerry Matthews, Principal Coordinator; Kathleen Myers, P.E., Principal Engineer and JR Ball, P.E., Principal Engineer, evaluated the submittals. Consideration was given to the firm's qualifications, experience and cost of the project.

The Review Committee recommends award of the contract to the lowest responsible, responsive Bidder, Schuller Contractors, Inc., Orlando in the amount of \$150,000.00. The completion time for this project is sixty (60) calendar days from the issuance of the Notice to Proceed by the County.

This is a budgeted project and funds are available in account numbers 077515-56067000 (Engineering, Roads) and 077521-56067000 (Arterial Road Projects, Roads) CIP #DE51161Z. Public Works/Engineering Division and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the project and authorize the Chairman to execute the agreement as prepared and approved by the County Attorney's Office with no major deviation of terms and pursuant to the scope of services in the Bid Documents.

20. Award CC-1193-02/BJC - Wekiva Park (Hutchinson Property) Project, to Pooley Enterprises, Inc., Orlando (\$195,000.00).

CC-1193-02/BJC will provide for all labor, materials, equipment, coordination, and incidentals necessary for the construction of a park facility consisting of site work, drainage, utilities, paved path, parking lot, mooring dock and landscaping.

This project was publicly advertised and the County received eight (8) responses. The Review Committee comprised of Suzy Goldman, Director, Library and Leisure Services; Joe Gasparini, Manager, Parks & recreation and Jeffrey Hayes, Library & Leisure Services, evaluated the submittals. Consideration was given to the firm's qualifications, experience and proposed cost of the project.

The Review Committee recommends award of the contract to the lowest responsible, responsive Bidder, Pooley Enterprises, Inc., Orlando in the amount of \$195,000.00. The completion time for this project is one hundred twenty (120) calendar days from the issuance of the Notice to Proceed by the County.

This is a budgeted project and funds are available in account number 113011-56063000 (Environmentally Sensitive Land, Improvements Other Than Buildings), CIP #DI10441X. Library & Leisure Services/Parks & Recreation and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the project and authorize the Chairman to execute the agreement as prepared and approved by the County Attorney's Office with no major deviation of terms and pursuant to the scope of services in the Bid Documents.

21. Accept and authorize the Chairman to execute the Certificate of Completion for FC-1152-01/BJC – Timaquan Lift Station Generator Retrofit, with MGI – Morgan General Mechanical Group, Inc., Pompano Beach (Certificate of Completion).

FC-1152-01/BJC provided for all labor, materials, equipment, coordination and incidentals necessary for the construction of the Timaquan Lift Station. As of November 8, 2002, all work and documentation has been satisfactorily completed. Environmental Services/Water and Wastewater and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the acceptance of this project and authorize the Chairman to execute the Certificate of Completion.

- 22. Accept and authorize the Chairman to execute the Certificate of Completion for FC-1158-01BJC – Markham Regional Water Treatment Plant – Offsite Wells Phase I, with Jaffer Associates, Ltd., Miami (Certificate of Completion).**

FC-1158-00/BJC provided for all labor, materials, equipment, coordination and incidentals necessary for the Markham Regional Water Treatment Plant Offsite Wells - Phase I project. As of November 7, 2002 all work and documentation has been satisfactorily completed. Environmental Services/PEI and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the acceptance and authorize the Chairman to execute the Certificate of Completion.

PROFESSIONAL SERVICES

- 23. Approve Renewal #1 for PS-597-01/BJC – General Professional Consulting Services for Comprehensive Planning, with Glatting Jackson Kercher Anglin Lopez Rinehart, Inc., Orlando; Land Design Innovations, Orlando; and Wilbur Smith Associates, Orlando (January 3, 2003 through January 2, 2004) (Not-to-Exceed \$275,000.00/year).**

PS-597-01/BJC provides for the expertise and technical skills on an as needed basis, to assist Seminole County staff in the implementation of the County's Comprehensive Plan and the fulfillment of the comprehensive planning work program activities to include public involvement.

Glatting Jackson Kercher Anglin Lopez Rinehart, Inc., Orlando; Land Design Innovations, Orlando and Wilbur Smith Associates, Orlando, have agreed to renew their contracts for the period of January 3, 2003 through January 2, 2004 at the current compensation, terms and conditions.

Authorization for performance of professional services by the Consultants under these Agreements shall be in the form of written Work Orders issued and executed by the County and signed by the Consultants. The work and the dollar amount for each Work Order will be negotiated on an as-needed basis for each project and will determine the dollar amount allocated to the Consultants.

Planning and Development Department/Comprehensive Planning and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the renewal and authorize Purchasing to notify the Consultants of such action, as long as the combined contracts do not exceed \$275,000.00 per year.

- 24. Approve Renewal #1 for PS-598-01/BJC – General Professional Consulting Services for Environmental/Recreation Planning with Glatting Jackson Kercher Anglin Lopez Rinehart, Inc., Orlando; Pandion Systems, Inc., Gainesville; and Lotspeich and Associates, Inc., Winter Park (January 3, 2003 through January 2, 2004) (Not-to-Exceed \$225,000.00/year).**

PS-598-01/BJC provides for the expertise and technical skills on an as needed basis, to assist Seminole County staff in the implementation of the County's comprehensive planning work program as it relates to conservation and/or recreation planning, and the fulfillment of related planning work program activities to include public involvement.

Glatting Jackson Kercher Anglin Lopez Rinehart, Inc., Orlando; Pandion Systems, Inc., Gainesville and Lotspeich and Associates, Inc., Winter Park, have agreed to renew their agreements for the period of January 3, 2003 through January 2, 2004 at the current compensation, terms and conditions.

Authorization for performance of professional services by the Consultants under these Agreements shall be in the form of written Work Orders issued and executed by the County and signed by the Consultants. The work and the dollar amount for each Work Order will be negotiated on an as-needed basis for each project and will determine the dollar amount allocated to the Consultants.

Planning and Development Department/Comprehensive Planning and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the renewal and authorize Purchasing to notify the Consultants of such action, as long as the combined contracts do not exceed \$225,000.00 per year.

REQUEST FOR PROPOSALS

- 25. Approve Renewal #1 for RFP-4121-01/BJC – Prosecution Alternative for Youth Program Counseling Agreement (P.A.Y. Counselors Program) with Another Chance Counseling Center, Winter Park; Central Florida Psychological Services, Sanford; Families in Recovery, Longwood; Human Services Resources & Associates, Longwood; Quest Counseling Centre, Altamonte Springs; and Robert A. Tango, Lake Mary (January 3, 2003 through January 2, 2004) (Not to Exceed \$62,000.00 per year).**

RFP-4121-01/BJC provides for the services of competent and qualified counselors to perform counseling services for the County's Prosecution Alternatives for Youth Program. Counselors will accept referral clients from the P.A.Y. Program for various services such as drug/alcohol assessment, drug/alcohol counseling for individuals, family and group, urinalysis, mental health assessments, career/vocational assessment/counseling, and other special programs group counseling.

Another Chance Counseling Center, Winter Park; Central Florida Psychological Services, Sanford; Families in Recovery, Longwood; Human Services Resources & Associates, Longwood; Quest Counseling Centre, Altamonte Springs and Robert A. Tango, Lake Mary have agreed to renew their agreements for the period January 3, 2003 through January 2, 2004 at the current compensation, terms and conditions.

The estimated usage of this contract is \$62,000.00 per year. This is a budgeted project and funds are available in account number 065900-53034000 (PAY/Alternatives/Youth, Contracted Services). Community Services/P.A.Y. and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the renewal and authorize Purchasing to notify the Consultants of such action.

ANNUAL BID

26. Approve Amendment #1 to AB-3035-01/GG – Roadway Landscape Maintenance, with Ameriscapes Landscape, Orlando (Increase the Not-to-Exceed amount of the agreement by \$321,712.96).

AB-3035-01/GG provides for roadway landscape maintenance and mowing throughout the County, in accordance with Seminole County's technical specifications.

On December 11, 2001, the Board approved the award of this five year Term Contract in the Not to Exceed (NTE) amount of \$1,338,830.90. This project was publicly advertised, twenty-six (26) packages were solicited and the County received nine (9) submittals. The contract was awarded to Millenium Lawn Maintenance, Orlando (Primary Contractor as low bidder) and Ameriscapes Landscape, Orlando (Secondary Contractor as second low bidder).

Millenium Lawn Maintenance can no longer comply with the requirements of the scope of work and has requested the termination of their agreement. Ameriscapes Landscape, Orlando (secondary) will become the sole contractor. Thus the contract amount needs to be increased by \$18,400.90 per year to cover the difference between the primary and secondary bidders for the four remaining years (\$18,400.90 per year x 4 years = \$73,603.60 total increase).

In addition, new locations and landscape beds from major projects have been completed by Public Works/Engineering and turned over to Public Works/Roads for maintenance. The price for maintaining these new roadways is \$62,027.34 per year for the remaining 4 years; a total increase of \$248,109.36.

Amendment #1 will increase the NTE amount by \$321,712.96 to add the difference in the original bid submittals of Millenium and Ameriscapes and to fund the additional work added to the scope of services over the next four years. Following is the summary of the cost of the contract:

Original Contract Sum	\$1,338,830.90
Add Amendment #1	<u>321,712.96</u>
Revised Contract Sum	\$1,660,543.86

Funds are available in accounts 077400/53034000 (Roads/Contracted Services). Purchase Orders will be issued against the contract as needed. Public Works/Roads and Fiscal Services/Purchasing & Contracts recommend the Board to approve the amendment and authorize the Purchasing and Contracts Division to make the appropriate changes.

27. Approve Amendment #1 to AB-3017-01/GG – Major Mowing Services, with Jim Ott Landscape Maintenance, Orlando (Increase the Not-to-Exceed amount of the agreement by \$29,767.59).

AB-3017-01/GG provides for mowing and grounds maintenance services for Roads and Stormwater locations throughout Seminole County.

This project was publicly advertised, twenty-seven (27) packages were solicited and the County received four (4) submittals. The Evaluation Committee comprised of Ira Barrow, Program Manager, Roads; Jimmie Brown, Lead Inspector, Roads; Owen Reagan, Principal Engineer and Tommie Lovejoy, Crew Chief, Stormwater evaluated the proposals. Consideration was given to the firm's ability to meet the County requirements and the proposed cost to the County. On May 22, 2001, the Committee recommended and the Board approved award to the lowest priced, responsive, responsible bidder, Jim Ott Landscape Maintenance for the Not to Exceed Amount of \$516,226.60 for two (2) year period with three (3) one-year renewal options..

Amendment #1 will add power-blowing services to Group A - Roads Mowing/Curb & Sidewalk contract, to blow off sidewalks on roadside Right-of-Way. This additional service will increase the price per acre from \$19.95 to \$22.95 per acre. The contractor is presently mowing 869.17 acres; therefore, the cost increase per service cycle is \$2,607.51 (\$3/acre X 869.17 acres). At nine service cycles per year the annual price increase is \$23,467.59 (\$2,607.91/cycle X 9 cycles). There is only one year remaining on the 2-year base period, so the increase to the base period is \$23,467.59.

Amendment #1 also provides for a new service consisting of mowing the roadside shoulders on Rhinehart Road from roadside to Right-of-Way line on both sides including swale, ditches and banks (16.31 acres). Jim Ott quoted \$700.00 per cycle, for an annual total of \$6,300.00 for this new contract item. Following is the summary of the cost of the contract:

Original 2-year base period Contract Sum	\$516,226.60
Add Amendment #1 (\$23,467.59 + \$6,300.00)	<u>29,767.59</u>
Revised 2-year base period Contract Sum	\$545,994.19

Funds are available in accounts 077400/53034000 (Roads/Contracted Services). Purchase Orders will be issued against the contract as needed. Public Works/Roads and Fiscal Services/Purchasing & Contracts recommend the Board

to approve the amendment and authorize the Purchasing and Contracts Division to make the appropriate changes.

SOLE SOURCE AND PROPRIETARY SOURCE

- 28. Authorize Proprietary Source Procurement and Waiver of bid procedures to award a Purchase Order for (3) 2001 Chevrolet Astro Vans to Bill Heard Chevrolet, Sanford, (\$40,500.00).**

The waiving of the bid process and issuance of a proprietary purchase order to Bill Heard Chevrolet, will provide (3) new (never titled) 2001 Chevrolet Astro Vans at greatly discounted prices. The price of each van is \$13,500.00. The price of the same 2003 van would be \$19,206.00 on the Florida Sheriffs Association agreement. Our current term contractor, Don Reid Ford cannot offer 2001 vehicles. These vans are scheduled as replacements for Telecommunications and are approved in their budget.

Funds are available in account number 14020056064000, (Division Operations/Machinery and Equipment) Information Services/ Telecommunications and Fiscal Services/Purchasing recommend the Board to authorize the Proprietary Source Procurement and authorize the issuance of the Purchase Order.

- 29. Approve First Amendment of A/B-385/JVP – Street, Driveway, Sidewalk, Curb & Gutter Repair; to Central Florida Environmental, Longwood (Primary Contractor) (Increase the Not-to-Exceed amount of the agreement by \$23,782.50).**

A/B-385/JVP was publicly advertised and five bids were received. The Board approved award to the low bidder, Central Florida Environmental Corporation (CFE), as primary and Plan Estimating as secondary.

A/B-385/JVP is a five-year term contract used by Environmental Services/Water & Waste Water for street and sidewalk patching following repairs to water mains. Amendment #1 requests a ten (10%) increase in the contract price for the repair of streets, driveways, sidewalks, curbs and gutters for the primary contractor, CFE. Even with the 10% increase, CFE remains the low bidder.

CFE has provided justification of increased insurance costs (+27%) and concrete cost (+26%). They also cite the increased cost of gas since their prices were quoted 19 months ago and are FOB our site. The Purchasing and Contracts Division negotiated this price increase from 28% to 10%. Environmental Services recommends granting the increase to Central Florida Environmental Corporation, Longwood (Primary) for the period of November 25, 2002 through March 28, 2003. The change will be as follows:

\$237,825.00 – Original Contract Amount
23,782.50 – 10% Increase in Contract
\$261,607.50 – New Annual Contracted Total

Budgeted funds will be available in account number 087801-53046000 (Water & Sewer, Repairs & Maintenance). Environmental Services/Water & Sewer and Fiscal Services/Purchasing recommend the Board to award the project and authorize the issuance of Purchase Orders.